MARKET SURVEY NOTICE

EXPRESSION OF INTEREST FOR THE AWARDING OF A SERVICE CONTRACT FOR THE REPLICATION OF THE LOCATIONS PROJECT'S METHODOLOGY AND APPROACH IN CYPRUS.

CPV 71311200-3, 71621000-7, 79415200-8, 90713000-8

Publication date: 20/09/2018

Deadline for the submission of an expression of interest: 05/10/2018 at 10:00 am

Area Science Park of Trieste (Italy) (hereinafter referred to as 'Contracting Authority') is looking for organizations (hereinafter referred to as 'bidders') meeting the requirements under section '**REQUIREMENTS TO BE MET BY THE APPLICANT ORGANIZATION',** that will be invited to a negotiated procedure compliant with provisions under art. 36, paragraph 2, point a), of Italian Legislative Decree50/2016 and subsequent amendments and modifications, for the awarding, through a tender procedure, of a service contract for the replication of the LOCATIONS project's methodology and approach in Cyprus.

SERVICE REQUIREMENTS

If awarded with the service contract, the bidder shall:

1. Identify and formally involve a Cypriot local authority of a cruise destination city in which the LOCATIONS project model and approach will be tested;
2. Participate, together with the Cypriot local authority as per point 1., in the LOCATIONS network;
3. Participate in the capacity building event to take place in Lisbon in conjunction with the 5th project meeting, planned for 18-19 October 2018. The two-day event shall see the participation of one representative of the bidder;
4. Support to the identified Cypriot local authority in the drawing-up of the local LCTP (Low Carbon Transport Plan) using the LOCATIONS approach.
5. Participate in the video conference planned to take place during the 6th project meeting in May 2019, during which the bidder shall present a draft LCTP and provide project partners with a summary document in English.
6. Deliver the final version of the LCTP, both in Greek (complete version) and in English (summary following the template provided by the project).

The estimated amount of the contract is € 31.150+ VAT.

For the purpose of selecting the bidders that will be invited to participate in the negotiated procedure, any interested party is requested to submit their expression of interest, together with

any other information, in line with Annex 1 to this notice, **05/10/2018 at 10:00** am, **by e-mail to: protocollo@pec.areasciencepark.it,** Attn.: **Area Science Park – Ufficio Pianificazione e Appalti**.
The attached Annex 1 can be signed by digital signature or holographic signature; in the latter case, a photostatic copy of a document of identity of the signatory has to be attached.

The subject of the e-mail has to report: **"Manifestazione di interesse replicatori metodologia LOCATIONS".**

All the documentation shall be submitted either in Italian or in English.

REQUIREMENTS TO BE MET BY THE APPLICANT ORGANIZATION

In order to be eligible, applicant organizations shall

- Be a public or private organisation active in the sector of sustainable urban mobility;
- Demonstrate expertise in collaborating with local government in planning;
- Have operational headquarters available in Cyprus in case they are awarded with the contract;

The expression of interest, together with a declaration in lieu of certificate and/or an affidavit in line with the form in Annex 1, must include:

A statement on the absence of any impediment under article 80 of Italian Legislative Decree 50/2016 and subsequent amendments and modifications

The Contracting Authority is entitled to suspend or terminate the procedure at any time and potential bidders shall not have any claim.

SELECTION PROCEDURE

The Contracting Authority will assess the expressions of interest and draw up a ranking list of those compliant with the above terms and conditions and in line with the general requirements of this notice based on their incoming mail number.

Depending on the expressions of interest received, the Contracting Authority reserves the right to proceed with the awarding of the contract by requesting a quotation or an offer.

For any further information, queries may be addressed to: Ufficio Pianificazione e Appalti, phone number +39 040 3755153, email appalti@areasciencepari.it.

The person responsible for this procedure is Mr. Stephen John Taylor, Head of the Department for Innovation and Complex Systems,

PRIVACY NOTICE

This privacy notice is provided in accordance with Article 13 of Regulation (EU) 2016/679 (General Data Protection Regulation - "GDPR") and in relation to the personal data provided by competitors during the tender, or otherwise acquired by Area Science Park.

1) IDENTITY AND CONTACTS OF THE DATA CONTROLLER - The Data Controller is the Scientific and Technological Research Area of Trieste - Area Science Park, with headquarters in Trieste, Padriciano, 99, Italy. The data subject - the person the data submitted refers to - may contact the data controller by writing to the address above or sending an email to the following email addresses: urp@areasciencepark.it – PEC protocollo@pec.areasciencepark.it .

2) CONTACS OF THE DATA PROTECTION OFFICER - Area Science Park appointed a Data Protection Officer pursuant to Article 38 of Regulation (EU) 2016/679, who may be reached at the following email address: rpd@areasciencepark.it .

3) PURPOSE AND LEGAL BASIS OF PERSONAL DATA PROCESSING – The processing of personal data of competitors is aimed solely at the completion of the procedure for the award of the tender for which they were conferred, or consequent to or connected to the processing of the above, as well as the possible stipulation and management of the resulting contract.

The legal basis of the processing lies in the rules governing the formal tender procedures in the field of works, supplies and services and purchases of assets of general interest for the Public Body, as well as the Statute provisions (Article 3, par. 2, letter l), which gives the Entity the right to carry out any useful action for the achievement of its institutional purposes.

4) RECIPIENTS AND CATEGORIES OF RECIPIENTS OF THE PERSONAL DATA - Without prejudice to the communication and dissemination operations carried out in compliance with legal obligations and authority orders, the data may be disclosed to the parties identified in compliance with the provisions in force concerning contracts and concessions, as well as to holders of documentary access rights.

5) PERIOD OF DATA RETENTION - The data subject to processing shall be retained for the period of time required for the purposes of the processing under the current legislation on archives, with the exception of the authorization to discard.

6) RIGHTS OF THE DATA SUBJECT - In reference to the personal data submitted, the data subject is entitled to the following rights: a) access to personal data; b) rectification or erasure of the data or restriction of processing; c) objection to processing; d) data portability (applicable exclusively to data in a machine-readable format); e) lodging a complaint with a supervisory authority. Please not that in order to exercise the rights as per letters from a) to d), the data subject may send an email to the following address: rpd@areasciencepark.it . Area Science Park is required to provide a response within one month from the request. That period may be extended to three months, taking into account the complexity of the subject matter.

7) COMPULSORY OR OPTIONAL NATURE OF DATA SUBMISSION AND CONSEQUENCES OF A FAILURE TO PROVIDE PERSONAL DATA - The submission of the personal data is optional, but

necessary, in order to participate to the tender, as well as for the stipulation and management of the resulting contract. If you fail to provide the data required, you shall not be able to participate to the above mentioned activities.